

EMERGENCY TELEPHONE SERVICE COMMITTEE
DISPATCHER TRAINING SUBCOMMITTEE MEETING

Clinton County Courthouse
Board of Commissioners Room
100 E. State Street
St. Johns, Michigan 48879
Monday, March 13, 2006
8:30 am

CALL TO ORDER:

Chairman Moorman called the meeting to order at 8:45 am.

ROLL CALL:

MEMBERS:

Michael Moorman, Chair
David Ackley
John Bawol
Karen Chadwick
William Charon
James Fyvie
Andrew Goldberger
Suzan Hensel
Ron MacDonald
Vic Martin
Charlie Nystrom
Bruce Pollack
Christina Russell
Christina Schultz
Rebecca Shatney
Stephen Todd

Harriet Miller-Brown
Janet Hengesbach

ABSENT:

Dale Gribler (w/notice)
Joseph VanOosterhout
Evah Cole
Patrick Hutting
Dale Rothenberger

REPRESENTING:

ETSC-MSPTA
Genesee County Central Dispatch
Roscommon County Central Dispatch
Ingham County Central Dispatch
Ionia County Central Dispatch/ETSC-MCDA
Clinton County Central Dispatch
St. Joseph County Central Dispatch
Midland County Central Dispatch/ETSC-NENA
Hillsdale County Central Dispatch
Lapeer County Central Dispatch
Barry County Central Dispatch/ETSC-House Appointment.
Livingston County Central Dispatch
Oakland County Sheriff's Office
Isabella County Central Dispatch
Ottawa County Central Dispatch
City of Flint 911

Michigan State Police (Non-Voting)
Michigan State Police (Non-Voting)

Van Buren County Sheriff's Office/ETSC-MSA
Marquette County Central Dispatch
Michigan Department of Treasury (Non-Voting)
MCOLES (Non-Voting)
MCOLES (Non-Voting)

APPROVAL OF MINUTES FROM SEPTEMBER 7, 2005:

At the February 17, 2006 meeting, the FTE count for Antrim County Central Dispatch was re-calculated from 9 to 8 based upon the listing of an MCOLES certified officer in the count. It was brought to the subcommittee's attention that this listing of an MCOLES officer was in error. **Fyvie** made a **MOTION**, supported by **Goldberger** to amend the

FTE count of Antrim County Central Dispatch back to 9 FTE's, and to amend the minutes of February 17, 2006 to reflect this change.

A **MOTION** was made by **Goldberger** and supported by **Bawol** to accept the minutes of the February 17, 2006 Dispatcher Training Subcommittee meeting with the above mentioned change.

PSAP APPEAL HEARINGS – DENIAL OF 2006 DISPATCHER TRAINING FUNDS:

Sanilac County Central Dispatch – represented by Ms. Dawn Cubitt.

Issue: Did not spend down monies, ETSC-510 was submitted with incomplete course numbers.

Ms. Cubitt explained that she did not realize that training information from past years was required to be submitted for 2006 training monies and subsequently submitted the ETSC-510 without complete information. Additionally, she was not able to locate information pertaining to 2001 training monies spent so she lacks the records to demonstrate that Sanilac has spent their monies. Ms. Miller-Brown inquired about the course numbers that were submitted on the recent form. They are invalid for the period of time indicated. The subcommittee discussed with her issues regarding correct course numbers and future eligibility. Following discussions, the subcommittee voted to uphold its original denial of 2006 dispatcher training funds.

Gratiot County Central Dispatch – represented by Mark Duflo.

Issue: ETSC-510 was submitted with incorrect course numbers.

Mr. Duflo distribution documentation pertinent to his appeal and explained that he could not locate current course numbers for the courses in question. He spoke to Mr. Pat Hutting from MCOLES as recent as Friday March 10, 2006 and was told the course numbers in question were extended until September 2004. Following discussions with Mr. Duflo, the subcommittee voted to set aside its original denial of 2006 dispatcher training funds.

Center Line Public Safety Department – represented by Lt. Gerry Churilla.

Issue: ETSC-510 was not submitted.

Lt. Churilla candidly explained this was an oversight on his part. He is responsible for completing these forms and because this form was not required in the past years, he did not realize the form was required for submission this year. Since then, the form has been

Completed, however, spend down has not been met. Following discussions with Lt. Churilla, the subcommittee voted to uphold its original denial of 2006 dispatcher training funds.

Plymouth Community Communications Center – represented by Assistant Chief of Police Bob Smith.

Issue: ETSC-101 was submitted handwritten.

Assistant Chief Smith explained the previous director was getting ready to retire at the end of 2005 and completed the forms very hastily. The ETSC-101 was submitted handwritten. Assistant Chief Smith feels as though this is a harmless error and pointed out that other forms such as the ETSC-101W would be accepted *typed or handwritten*. Following discussions with Assistant Chief Smith, the subcommittee voted to set aside its original denial of 2006 dispatcher training funds.

Appellants, whose appeals were not overturned, were advised that they have the ability to appeal the subcommittee's decision to the ETSC as a whole at their next regularly scheduled meeting on Tuesday, March 21, 2006 in Lansing. Appellants were advised that in order to do so, they would need to make notification to the State 911 Administrators office no later than 4:00 pm on Friday, March 17, 2006.

Appellants whose appeals were overturned were advised that their FTE count would be incorporated into the funding formula for disbursement of this years training monies.

OLD BUSINESS/NEW BUSINESS:

Mr. Bawol suggested that the subcommittee should review future forms more closely, and prior to any meeting to accept those forms. There was also discussion regarding the correct course numbers on the ETSC-510. Ms. Chadwick noted the subcommittee has possibly set a precedent by being inconsistent with course numbers in the past. Moorman noted there needs to be a mechanism in place whereby the course numbers cannot be "tricked" by a PSAP. Moorman further noted that he would be working on contact with MCOLES to adjust this system for future use.

CALL TO THE PUBLIC:

There was no public comment.

ADJOURN:

Prior to adjourning, Chair Moorman thanked Mr. Nystrom for the refreshments and Mr. Fyvie for securing the venue for todays meeting.

A **MOTION** was made by **Goldberger** and supported by **Bawol** to adjourn the meeting. The meeting adjourned at 10:15 am.

/s/

Michael R. Moorman, Chairman
Dispatcher Training Subcommittee